

ETID
**ELECTRONIC TURN IN
DOCUMENT**

OVERVIEW
DECEMBER 2003

SIMPLIFYING THE TURN IN PROCESS

ETID OVERVIEW

- **DESCRIPTION**
 - * **ELECTRONIC METHOD TO PREPARE A DISPOSAL TURN-IN DOCUMENT (DD 1348-1A)**
 - * **WEB BASED PROGRAM**
 - * **DESIGNED FOR GENERATORS WHO MANUALLY PREPARE DTIDS**
 - SMALL-MEDIUM GENERATORS WHO TYPE OR HANDSCRIBE A DTID
 - NON-ACCOUNTABLE PROPERTY
- **A MAJOR STEP TOWARDS THE DRMS VISION**

ETID OVERVIEW

- **FEATURES**

- * **AUTOMATED REGISTRATION PROCESS**
- * **PRE-POPULATES MANY OF THE FIELDS FOR NSN ITEMS**
 - ITEM CHARACTERISTICS/DEMIL CODES
 - SAVES TIME LOOKING UP CODES AND INFORMATION
- * **DROP DOWN MENUS**
- * **MANY REQUIRED CERTIFICATIONS (DEMIL)**
- * **PRINTS DD 1348-1A, CERTIFICATIONS, SHIPPING MANIFEST**
- * **BARCODE INVENTORY LABELS & BARCODES ON 1348-1A**

Address



<https://www.drms.dla.mil/etid.html>

ETID OVERVIEW

- **BENEFITS**
 - * **ELIMINATES MANUAL PREPARATION OF DTID**
 - * **REDUCES TIME REQUIRED TO COMPLETE DTID**
 - 5-10 MINUTES A DOCUMENT
 - * **IMPROVES DATA ACCURACY FOR NSN ITEMS**
 - * **REDUCES PROPERTY REJECTIONS**
 - * **IMPROVES INTRANSIT ACCOUNTABILITY**
 - * **PRINTS DOCUMENTS & BAR CODES**

OVERVIEW

- **DRMO BENEFITS**
 - * ALLOWS REVIEW OF ETIDS BEFORE ACCEPTANCE
 - INCOMING WORKLOAD SCREENING
 - REJECT BEFORE PHYSICAL RECEIPT
 - REDIRECT CAPABILITIES
 - * BARCODES ON DTID
 - SPEEDS RECEIVING
 - * BARCODE LABEL CAPABILITY

PROCESS OVERVIEW

1. **GENERATOR**

- * LOG ON TO ETID WEB SITE
- * ENTER DOCUMENT NUMBER AND NSN/LSN INFORMATION
 - PROCESS WILL ELECTRONICALLY GATHER NSN DATA
 - ENTER REMAINING DATA
- * ELECTRONICALLY SENT TO DRMO

2. **DRMO**

- * DRMO REVIEWS ETID PRIOR TO RECEIPT
 - DRMO WILL COORDINATE WITH GENERATOR

3. **GENERATOR**

- * EDIT/CHANGE IF NECESSARY
- * PRINT DD1348-1A, CERTIFICATIONS, LABELS*
- * TURN-IN

4. **DRMO**

- * SCAN BARCODE
- * PROCESS INTO DAISY
- * UPDATE ETID

OVERVIEW

Electronic Turn-In Document (ETID)		
<u>ETID SYSTEM</u>	<u>ETID Training and Demo System</u>	
GENERAL	DRMO	GENERATOR
<u>Business Rules-General</u> (.pdf) Updated 11/02	<u>Overview Briefing</u> (ppt) <u>Training Package</u> (ppt) 1/22/03	<u>Overview Briefing</u> (ppt) <u>Training Package</u> (ppt) 1/22/03
<u>SOP</u> (.pdf) Updated 11/02	<u>DRMO Business Rules</u> (.pdf) 11/02	<u>Generator Business Rules</u> (.pdf) 11/02
<u>FAQs</u> (.pdf) Updated 9/19/02		
<u>ETID Guide</u> (.pdf) 11/02		
<u>Version 3</u> (.pdf) 1/03		

WHAT'S NEW????

<http://www.drms.dla.mil/turn-in/>

**THIS IS THE
INFORMATION
ABOUT ETID
AVAILABLE
ON THE
DRMS WEB**

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